

**LEGISLATIVE SERVICES AGENCY  
OFFICE OF FISCAL AND MANAGEMENT ANALYSIS**

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**FISCAL IMPACT STATEMENT**

**LS 6642**

**BILL NUMBER: SB 270**

**DATE PREPARED:** Feb 21, 2002

**BILL AMENDED:** Feb 19, 2002

**SUBJECT:** Library Administration.

**FISCAL ANALYST:** Valerie Ruda; Chris Baker

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**FUNDS AFFECTED:** ☒ **GENERAL**  
**DEDICATED**  
**FEDERAL**

**IMPACT:** State & Local

**Summary of Legislation:** (Amended) This bill makes various changes concerning public library administration. The bill allows employee severance pay for an employee who is involuntarily separated from library employment. The bill alters procedures for making loans and issuing notes in anticipation of future revenues and for paying claims. The bill adds to the list of items for which a public library may pay claims in advance of library board allowance. The bill allows a library board to designate a person to collect money or library property owed to the library. This bill authorizes a library board to compromise claims made against the library. The bill requires the State Library and the State Archives to be open on Saturday during the same hours they are open during the week.

**Effective Date:** Upon passage.

**Explanation of State Expenditures:** (Revised) The bill requires both the State Library and the State Archives to be open on Saturdays, following the same hours as held on Monday through Friday.

*State Library:* The impact to state expenditures regarding the State Library (the Library) to be open during Saturdays would be minimal. The Library has made it policy to be open on Saturdays for over thirty years. However, the Library has been temporarily closed on Saturdays, as the construction to upgrade the library building continues. It is anticipated that when construction is complete, the Library will resume Saturday hours. At this time, the Library will increase the areas open, including the reference desk and genealogy division. Funding to allow the Library to be open on Saturdays will be supplemented with grants.

*State Archives:* There would be an impact to state expenditures in order to assure similar staffing levels at the State Archives (the Archives) experienced during current business hours on Monday through Friday occur on Saturdays. Approximately six to seven employees staff the Archives from Monday through Friday. Based on the sensitivity of archived documents, at least two employees would be required to operate the Archives on a Saturday. The Archives operates under the budget of the Commission on Public Records.

Currently, the Commission has six vacancies. However under current budget conditions, the Commission cannot hire to the fill the vacancies. As of February 4, 2002, the Commission had an appropriation of \$1.1 M for salaries and wages. Given current staffing levels of February 4, 2002, for the Commission, it is estimated total salaries and wages could amount to approximately \$965,000 for FY 2002. The Commission has eliminated four positions for a savings of \$130,000.

It is possible that the current staff of the Archives could rotate time during the week to staff the Archives on Saturdays, however, a rotation would reduce staff resources at the Archives during current business hours on Monday through Friday.

**Explanation of State Revenues:**

**Explanation of Local Expenditures:** The bill gives local library boards the option to adopt the above provisions. The specific impact of this proposal is indeterminable and will depend on the individual actions of each library board in the state.

**Explanation of Local Revenues:** (Revised) With respect to local revenues, a library board may collect library property or compromise the amount of money that is owed to a library. Additionally, the bill allows a library to add the costs of collection, including reasonable attorney's fees, to library property that is owed and collected. Additionally, the library board designated person may collect money from a person for the library only if the amount collected from the person would be greater than ten dollars.

The impact of this provision is indeterminable and will depend on the individual action of a library board.

*Background:* Currently, there are 239 public library systems in the state.

**State Agencies Affected:**

**Local Agencies Affected:** Library boards, public libraries.

**Information Sources:** <http://www.statelib.lib.in.us/www/lib/publib.html> ; Ray Ewick, Indiana State Library, (317) 232-3692; Connie Hume, Indiana Commission on Public Records, (317) 232-3373; Indiana State Budget Agency: Budget Submission, Tracking, and Reporting System (BudSTARS); State of Indiana: *HRM Detail Staffing Report, February 4, 2002*.